

2016 Event Calendar

January

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday January 20, 2016 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 th Floor, Room 538 (computer lab)
"I'm CertifiedWhat's Next?"	This workshop will cover a range of topics to include an overview of the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all certified firms.	Tuesday January 26, 2016 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4 th Floor, Conference Room A



OFFICE OF BUSINESS DIVERSITY & COMPLIANCE

"We Mean Business"

February

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification	Wednesday	Memphis City Hall
	requirements for the Equal Business Opportunity	February 17, 2016	125 N. Main St.,
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	5 th Floor, Room 538
	programs as well as present an overview of how to		(computer lab)
	do business with the City of Memphis.		
"You Won the Bid"	This meeting is a comprehensive overview of	Tuesday	Renaissance Business
	prime contractor and subcontractor	February 23, 2016	Center
	responsibilities on city-funded projects.	11:30am – 1:00pm	555 Beale Street
	Participants will learn about the City's		Memphis, TN 38103
	requirements in relation to the City's Equal		
	Business Opportunity including laws and		
	regulations surrounding the program. In addition,		
	the workshop will discuss matters such as contract		
	clauses, documentation requirements, common		
	mistakes, best practices and new technologies.		



March

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification	Wednesday	Memphis City Hall
	requirements for the Equal Business Opportunity	March 16, 2016	125 N. Main St.,
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	5 th Floor, Room 538
	programs as well as present an overview of how to		(computer lab)
	do business with the City of Memphis.		



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April

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification	Wednesday	Renaissance Business
	requirements for the Equal Business Opportunity	April 6, 2016	Center (RBC)
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	555 Beale Street
	programs as well as present an overview of how to		Memphis, TN 38103
	do business with the City of Memphis.		
Pre-Certification Workshop	This workshop will address certification	Wednesday	Renaissance Business
	requirements for the Equal Business Opportunity	April 20, 2016	Center (RBC)
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	555 Beale Street
	programs as well as present an overview of how to		Memphis, TN 38103
	do business with the City of Memphis.		
"I'm CertifiedWhat's Next?"	This workshop will cover a range of topics to	Tuesday	Renaissance Business
	include an overview of the Equal Business	April 26, 2016	Center (RBC)
	Opportunity (EBO) and Small Business Enterprise	10:00 am-11:00 am	555 Beale Street
	(SBE) programs, city-wide goals, and types of		Memphis, TN 38103
	solicitations. This workshop is free and open to all		
	certified firms.		



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May

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification	Wednesday	Renaissance Business
	requirements for the Equal Business Opportunity	May 4, 2016	Center (RBC)
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	555 Beale Street
	programs as well as present an overview of how to		Memphis, TN 38103
	do business with the City of Memphis.		
"I'm CertifiedWhat's Next?"	This workshop will cover a range of topics to	Tuesday	Renaissance Business
	include an overview of the Equal Business	May 17, 2016	Center (RBC)
	Opportunity (EBO) and Small Business Enterprise	10:00 am-12:00 pm	555 Beale Street
	(SBE) programs, city-wide goals, and types of		Memphis, TN 38103
	solicitations. This workshop is free and open to all		
	certified firms.		



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June

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday June 22, 2016 10:00 am-11:00 am	Renaissance Business Center (RBC) 555 Beale Street Memphis, TN 38103
"I'm CertifiedWhat's Next?"	This workshop will cover a range of topics to include an overview of the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all certified firms.	Wednesday June 29, 2016 10:00 am-12:00 pm	Renaissance Business Center (RBC) 555 Beale Street Memphis, TN 38103



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July

Event	Description	Date	Location
N/A	N/A	N/A	NA/



August

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification	Wednesday	Renaissance Business
	requirements for the Equal Business Opportunity	August 17, 2016	Center (RBC)
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	555 Beale Street
	programs as well as present an overview of how to		Memphis, TN 38103
	do business with the City of Memphis.		
"You Won the Bid"	This workshop is a comprehensive overview of	Wednesday	Renaissance Business
	prime contractor and subcontractor	August 24, 2016	Center (RBC)
	responsibilities on city-funded projects.	10:00 am – 12:00 pm	555 Beale Street
	Participants will learn about the City's		Memphis, TN 38103
	requirements in relation to the City's Equal		
	Business Opportunity including laws and		
	regulations surrounding the program. In addition,		
	the workshop will discuss matters such as contract		
	clauses, documentation requirements, common		
	mistakes, best practices and new technologies.		



September

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity	Wednesday September 21, 2016	Renaissance Business Center (RBC)
	(EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to	10:00 am-12:00 pm	555 Beale Street Memphis, TN 38103
	do business with the City of Memphis.		Memphis, 114 36103
"I'm CertifiedWhat's Next?"	This workshop will cover a range of topics to include an overview of the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all certified firms.	Wednesday September 28, 2016 10:00 am-11:00 am	Renaissance Business Center (RBC) 555 Beale Street Memphis, TN 38103



October

Event	Description	Date	Location
Pre-Certification Workshop	This workshop will address certification	Tuesday	Renaissance Business
	requirements for the Equal Business Opportunity	October 11, 2016	Center (RBC)
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	555 Beale Street
	programs as well as present an overview of how to		Memphis, TN 38103
	do business with the City of Memphis.		
Pre-Certification Workshop	This workshop will address certification	Wednesday	Renaissance Business
	requirements for the Equal Business Opportunity	October 19, 2016	Center (RBC)
	(EBO) and Small Business Enterprise (SBE)	10:00 am-12:00 pm	555 Beale Street
	programs as well as present an overview of how to		Memphis, TN 38103
	do business with the City of Memphis.		



November

Event	Description	Date	Location
"I'm CertifiedWhat's Next?"	This workshop will cover a range of topics to include an overview of the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all certified firms.	Tuesday November 1, 2016 10:00 am-11:00 am	Renaissance Business Center (RBC) 555 Beale Street Memphis, TN 38103
Pre-Certification Workshop	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Wednesday November 16, 2016 10:00 am-12:00 pm	Renaissance Business Center (RBC) 555 Beale Street Memphis, TN 38103



December

Event	Description	Date	Location
"You Won the Bid"	This workshop is a comprehensive overview of	Wednesday	Renaissance Business
Lunch & Learn	prime contractor and subcontractor	December 7, 2016	Center (RBC)
	responsibilities on city-funded projects.	10:00 am – 12:00 pm	555 Beale Street
	Participants will learn about the City's		Memphis, TN 38103
	requirements in relation to the City's Equal		
	Business Opportunity including laws and		
	regulations surrounding the program. In addition,		
	the workshop will discuss matters such as contract		
	clauses, documentation requirements, common		
	mistakes, best practices and new technologies.		